PLANNING GUIDE

Evidence Storage

This document is an outline of the major product offerings and planning parameters for the Evidence Storage solutions offered by Spacesaver. It includes:

- Evidence Lockers (ED3)
- Large Refrigeration Units
- Drying Cabinets

THIS DOCUMENT IS INTENDED TO BE A TRAINING/REFERENCE TOOL!

IF THERE IS ADDITIONAL INFORMATION THAT YOU BELIEVE SHOULD BE INCLUDED, OR ITEMS THAT ARE MISSING, PLEASE DON'T HESITATE TO BRING IT TO THE ATTENTION OF YOUR AC SALES SUPPORT REPRESENTATIVE AND/OR PRODUCT MANAGEMENT.

NOTE: This document describes the original MECHANCIAL ED3 offering. Evidence Lockers equipped with ControLoc Technology by Spacesaver has a separate Planning Guide on SpaceNet.

EVIDENCE LOCKERS (ED3)

Spacesaver evidence lockers provide a secure chain of custody with two distinctive storage processes:

- Pass-thru (PT)
- Non pass-thru (NPT)

Neither process requires keys for deposit of evidence.

Pass-Thru (PT) Lockers
(One-Way, Drop-Off)

- Each model consists of multiple compartments of various sizes, with self-closing doors.
- Individual Push-Button locks are on the front of each door (on customer/officer side).
- Typically, a single hinged keyed rear door provides access on the controlled/property side.
- Rear door locking mechanisms cannot be accessed from front doors.

Non-Pass Thru (NPT) Lockers
(Drop-off)

- Each model consists of multiple compartments of various sizes, with self-closing doors.
- Individual Push-Button locks are on the front of each door (on customer/officer side).
- There is no compartment access from the rear of the locker.

Operation

- An Owner's Manual for the basic ED3 Locker is available on SpaceNet. The manual describes basic operation of both PT and NPT process. Review of this manual will result in a better understanding a customer's practice.

Standard Features

- Unattended evidence drop off (no keys required) **** Selling Feature**
- Modular construction, units shipped fully assembled
- Self closing doors, rubber door stops
- 14 and 18 gauge cold rolled steel construction
- Pre-drilled mounting holes in base and sides of locker
- Instruction and number tags installed on all front doors
- Adjustable floor levelers
- Finished with a high quality powder coat paint
- Standard trim included with each locker order
- Standard installation hardware is included
- Lifetime warranty on the structural frame
- One year limited warranty on refrigeration units
- Two year limited warranty on electrical components and wiring
- Rear wall trim package available (PT)
- Supplied with standard push button locks on front doors
- Keyed different with master key for evidence retrieval (NPT)

Options

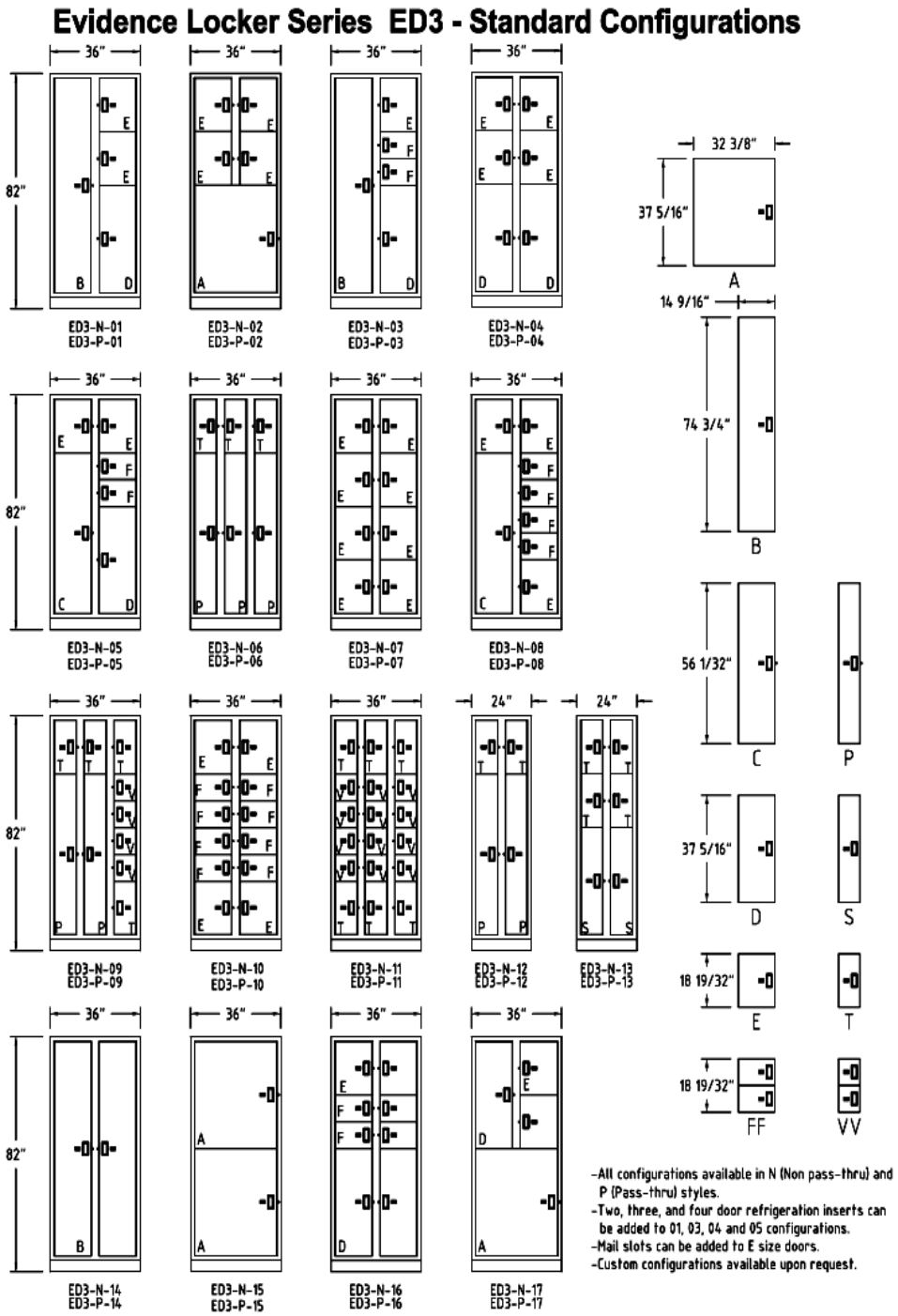
- Mesh rear doors are available on PT lockers
- Slots for mail or videos for “B”, “C”, “D” & “E” sized doors
- Custom colors
- RSD4 Refrigerated insert can be installed into any locker with a **lower RIGHT “D” size opening**.
- Full size (stand alone) refrigerator; can be placed adjacent to evidence locker.
- A.C.C.E.S.S. 500 (electronic locking system).

Structure

- Lockers are typically 36” wide, 82” tall and 24” deep with base
- Bases are 36” wide by 18” deep by 4” tall

Standard Door Configurations

There are eighteen (18) standard door configurations for both PT and NPT processes. Seventeen (17) are shown below. Configura offers an 18" wide locker with two "D" sized compartments.



Non-Standard Door Configurations

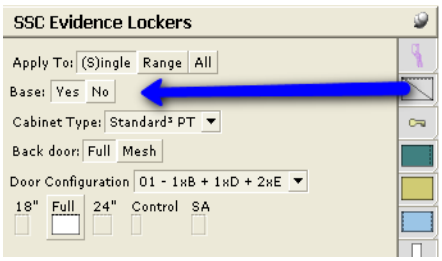
If the desired door configuration is not available as “standard”, then custom (non-standard) door configurations can be assembled:

- Ten (10) basic compartment/door sizes are available for custom door configurations.
- Custom lockers all start with basic frame (18”, 24” or 36” x 82” x 24”)
- Table below lists the compartment/door sizes available and their common use.
- “A” doors and doors in 18” cabinets can only be hinged on left side.

Door	Door Size	Common Use
A	37-5/16 x 32-3/8	Excellent for bulky items, including TV’s , baby car seats and computers.
B	74-3/4 x 14-9/16	Good for long items such as skis, rods or hanging clothing.
C	56-1/32 x 14-9/16	Made for taller items with a little width such as snowshoes
D	37-5/16 x 14-9/16	Common size that can accept a refrigerated unit, model RSD4
E	18-19/32 x 14-9/16	Good for standard boxes
FF	18-19/32 x 14-9/16	Designed for handguns and smaller items
P	56-1/32 x 8-9/16	Designed for longer guns such as shotguns and rifles
S	37-5/16 x 8-9/16	Narrow version of “D” door above
T	18-19/32 x 8-9/16	Narrow version of “E” door above
VV	18-19/32 x 8-9/16	Designed for even smaller items yet

Locker Bases

- Locker bases are recommended
- Lockers can be provided with or without a base
- Model numbers ending in “NB” have “No Base” (Contact AC Support).
- Bases are four inches tall.
- Bases are 36” x 18”

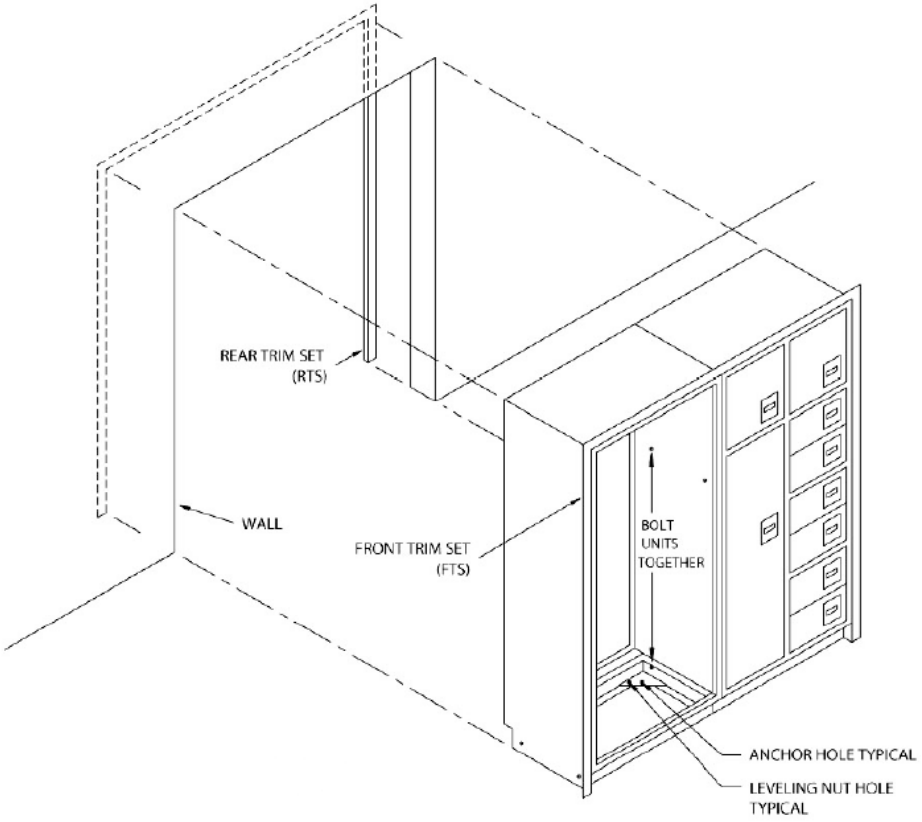

SSC Evidence Lockers
Apply To: (S)ingle Range All
Base: Yes No
Cabinet Type: Standard³ PT
Back door: Full Mesh
Door Configuration 01 - 1xB + 1xD + 2xE
18" Full 24" Control SA

Trim Kits

- Trim kits are included with each PT locker bank.
  - Trim kits include both front and rear trim and hardware.
- Trim kits are NOT included with NPT locker banks.
- Two (2) vertical kits (one for each side; lengths are calculated by Configura)
- One (1) horizontal kit (top)
- Lengths are calculated by Configura.
- Trim kits may have multiple pieces to cover necessary length
- Trim kits include all hardware required
- Unless otherwise specified, the front trim set is designed for installation when the locker bank front face is installed flush with the wall surface.
- Trim retainer strips attach to top and side of lockers; “L” shaped trim piece is tapped into retainer
- Trim is powder coated to match lockers

Installation Considerations

- Lockers are typically ganged together to form a “bank” of lockers.
- Recommended opening in wall to be 2” wider and 1” higher than overall size of locker bank**
  KEY POINT FOR GENERAL CONTRACTOR
- Each locker contains all of the required hardware for a standard installation of that locker.
- Bolt holes are provided in order to bolt the lockers to each other.
- Bolt holes are provided for anchoring to floor. (See Service Manual for bolt patterns.)
- Leveling and anchor points are located under floor pans at bottom of lockers.



Site Considerations

- Floors level and walls square

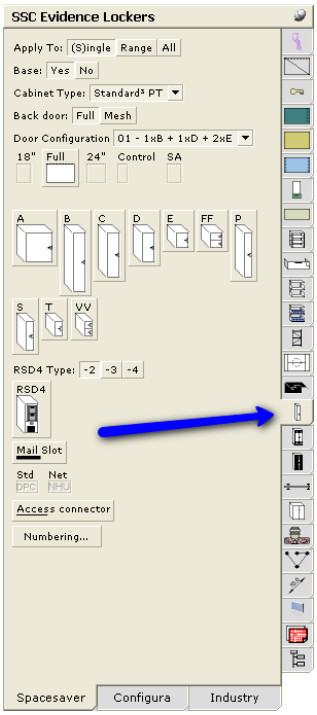
Available Collateral

The following items are on SpaceNet:

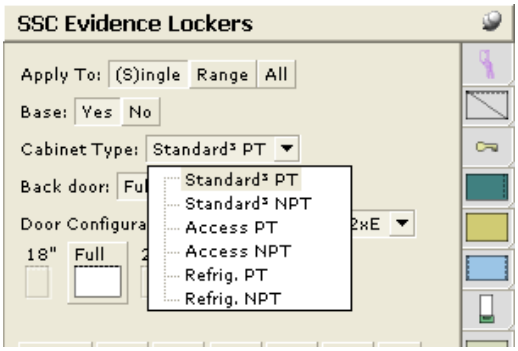
- Evidence Storage Sales Brochure
- Owner’s Manual – Evidence Locker Systems
- CSI Product Specification - 105113 – Evidence Lockers
- Service and Installation manuals (various available)

Configura (Draw and Price)

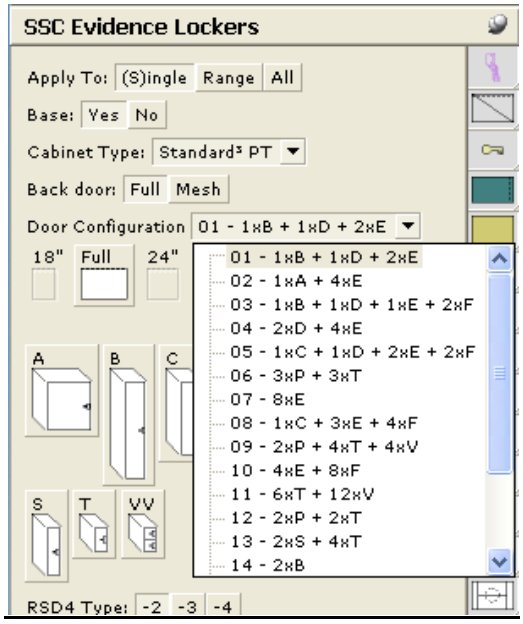
The best way to draw and price an evidence locker system is by using the Configura software. See the Evidence Locker toolbox (tab):

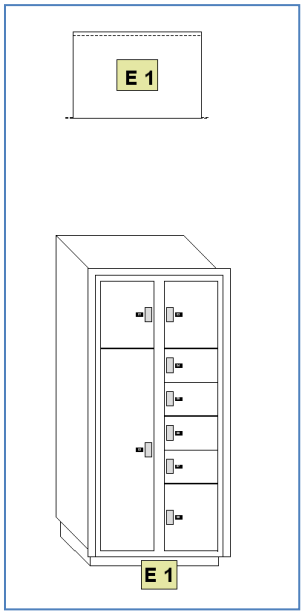


The first step is to select the proper cabinet type:

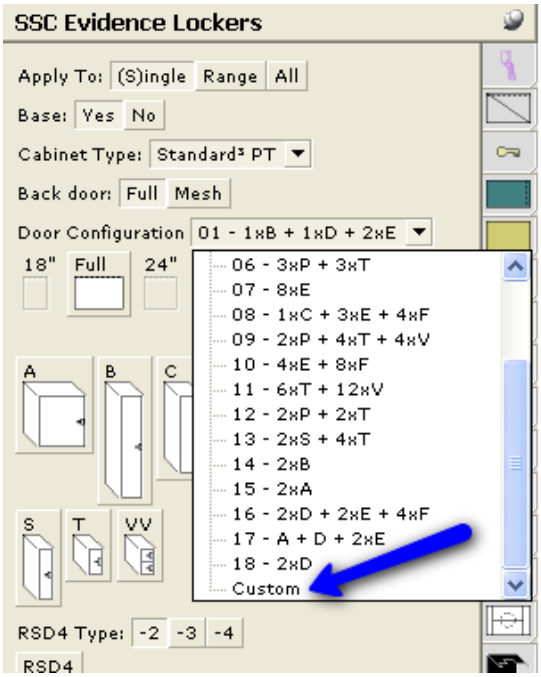


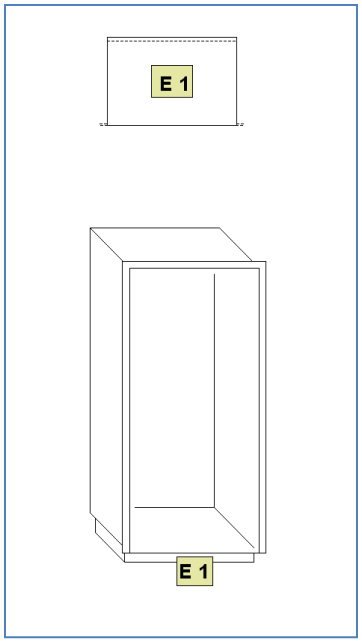
Then select the desired door configuration:


SSC Evidence Lockers
Apply To: (S)ingle Range All
Base: Yes No
Cabinet Type: Standard³ PT
Back door: Full Mesh
Door Configuration 01 - 1xB + 1xD + 2xE
18" Full 24"
01 - 1xB + 1xD + 2xE
02 - 1xA + 4xE
03 - 1xB + 1xD + 1xE + 2xF
04 - 2xD + 4xE
05 - 1xC + 1xD + 2xE + 2xF
06 - 3xP + 3xT
07 - 8xE
08 - 1xC + 3xE + 4xF
09 - 2xP + 4xT + 4xV
10 - 4xE + 8xF
11 - 6xT + 12xV
12 - 2xP + 2xT
13 - 2xS + 4xT
14 - 2xB
A B C
S T VV
RSD4 Type: -2 -3 -4

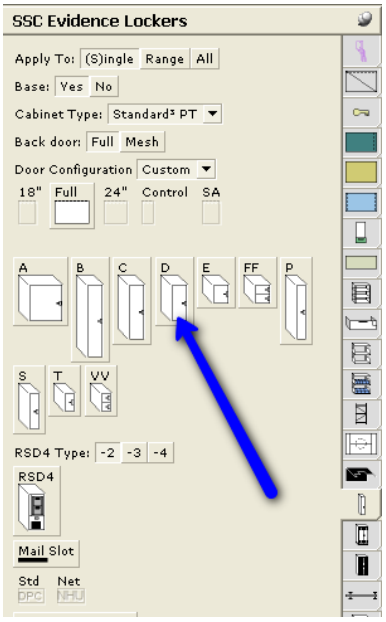


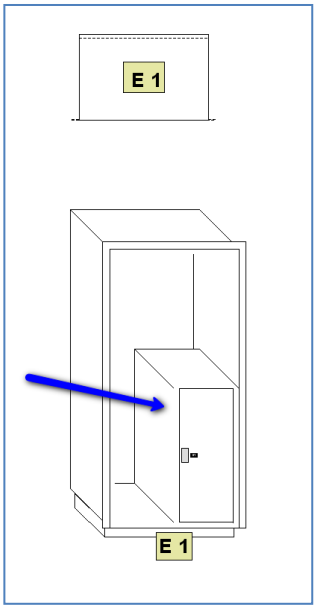
If the configuration you want is non-standard, then select the “Custom” door configuration, and you’ll get an empty structure that you can populate with custom compartments (doors):


SSC Evidence Lockers
Apply To: (S)ingle Range All
Base: Yes No
Cabinet Type: Standard³ PT
Back door: Full Mesh
Door Configuration 01 - 1xB + 1xD + 2xE
18" Full 24"
06 - 3xP + 3xT
07 - 8xE
08 - 1xC + 3xE + 4xF
09 - 2xP + 4xT + 4xV
10 - 4xE + 8xF
11 - 6xT + 12xV
12 - 2xP + 2xT
13 - 2xS + 4xT
14 - 2xB
15 - 2xA
16 - 2xD + 2xE + 4xF
17 - A + D + 2xE
18 - 2xD
Custom
A B C
S T VV
RSD4 Type: -2 -3 -4
RSD4



Select the desired doors, and drop them into the empty structure.





EVIDENCE REFRIGERATION

Evidence storage solutions include refrigeration for unattended refrigerated evidence drop off. **They are available for both the PT and NPT processes**. See Evidence Lockers for description of PT and NPT processes. Refrigerators come in two sizes **** Selling Feature**:

- Full Size (stand alone)
- "D" Door Size

Standard Features

- Modular construction, units shipped fully assembled and ready to use.
- Standard configurations measuring same as evidence lockers (82"H x 36"W x 24"D)
- Stainless steel interior throughout
- Maintains preset controlled temperature of 38°F to 42°F (3°C to 5.5°C)
- "Power ON" digital temperature display
- Audible alarm preset at 36°F (Low) and 44°F (High)
- Keyless locking system prevents re-access by depositor to secure evidence
- Available in Pass-Thru and Non Pass-Thru models
- 9 standard interior configurations allow 4 to 24 compartments (4 standard for "D" door fridge)
- Magnetic seal on main doors
- Separate cold pack compartment and lockable door for easy access and maintenance
- Powered by 115V / 15 amp
- CSA and UL certified
- Number tags installed on all front doors
- Adjustable floor levelers in base
- Sturdy main door hinges for longevity
- Wall trim packages included on Pass-thru models
- All installation hardware included
- Lifetime warranty on the structural frame
- One year limited warranty on refrigeration units
- Two year limited warranty on electrical components and wiring

Options

- Number of compartments inside full refrigerator can be selected.
- Available compartments: 4, 6, 8, 9, 10, 12, 15, 18 or 24
- Valve kit sold separately (Pick-list: Catalog No. EDDCSVK)

Structure

- Stand along refrigerators are typically 36” wide, 82” tall and 24” deep
- Bases are 36” wide by 18” deep

Electrical Connections

- Electrical cables are 5 feet in length
- Connections exit the unit BASE from the BACK only (4” off the back right corner)
    - CAUTION: If locker does not have a base, then arrangements need to be made for electrical cable to exit enclosure. (i.e. concrete trough)

Site Conditions

It is always important to provide a thorough review of the site’s basic characteristics:

- Are floors and walls level and square?
- Will lockers be pass-thru?
- Will lockers be non-pass-thru?
- Where will electricity come from (for refrigeration units)?

NOTICE! Non-Pass-Through units must remain at least 2” away from back wall for venting purposes. If the unit is to be placed in an alcove, leave at least 4” on either side and 4” along the top to ensure proper air flow to the back of the unit.

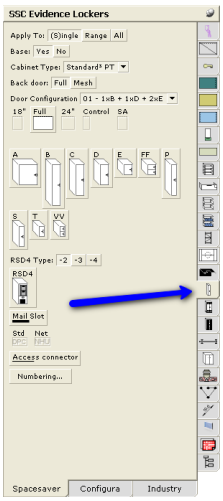
Available Collateral

The following items are on SpaceNet:

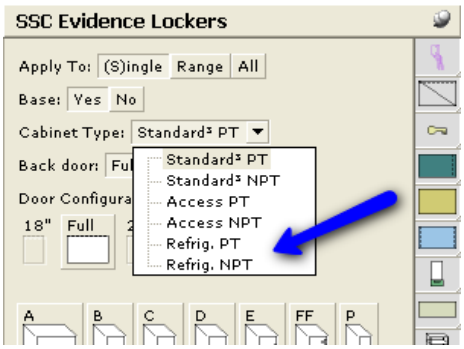
- Evidence Storage Sales Brochure

Configura (Draw and Price)

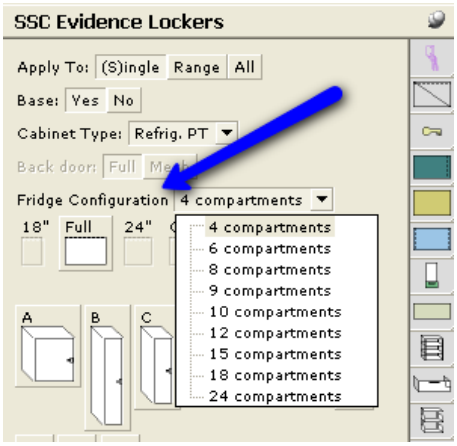
The best way to draw and price an evidence refrigeration system is by using the Configura software. See the Evidence Locker toolbox (tab):



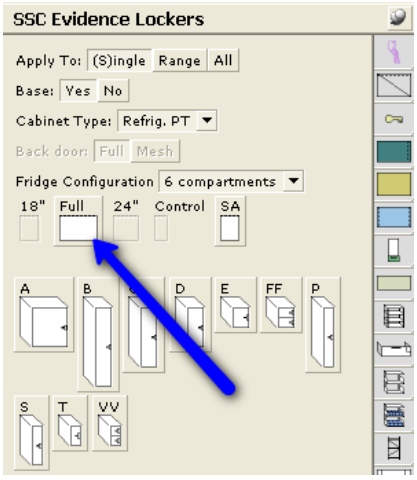
For full-sized systems, select refrigeration “Cabinet type”; either PT or NPT process.

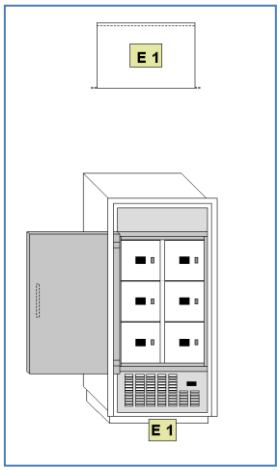


Select the number of compartments desired for the full size unit in the “Fridge Configuration” drop down:

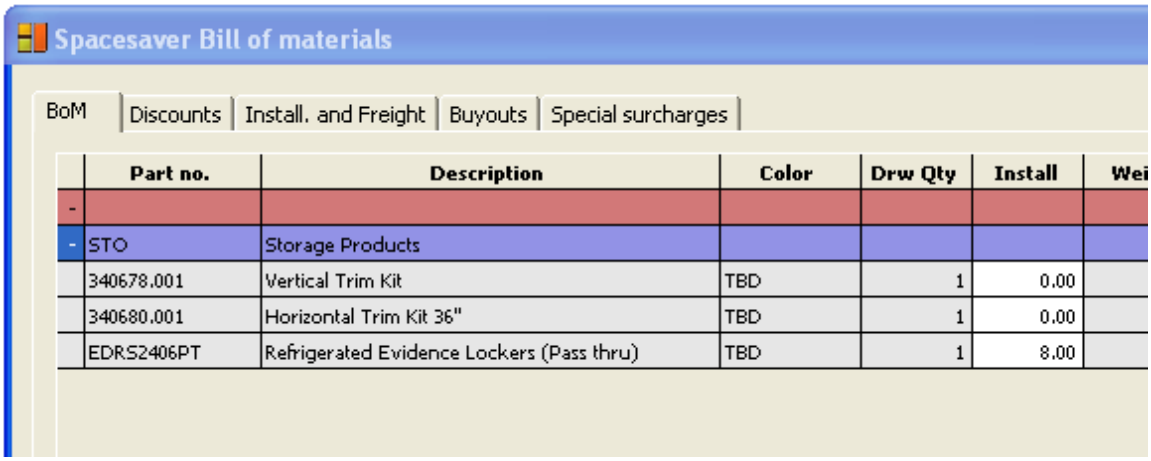


Place the fridge onto the workspace:


SSC Evidence Lockers
Apply To: (S)ingle Range All
Base: Yes No
Cabinet Type: Refrig. PT
Back door: Full Mesh
Fridge Configuration 6 compartments
18" Full 24" Control SA
A B D E FF P
S T VV



BOM will be populated automatically:



	Part no.	Description	Color	Drw Qty	Install	Wei
-						
-	STO	Storage Products				
	340678.001	Vertical Trim Kit	TBD	1	0.00	
	340680.001	Horizontal Trim Kit 36"	TBD	1	0.00	
	EDRS2406PT	Refrigerated Evidence Lockers (Pass thru)	TBD	1	8.00	

Catalog structure is as follows: EDRS24xxyy

- XX denotes number of compartments.
- YY denotes PT or NPT

Example: EDRS2406PT is for full-size, 6-compartment, Pass-Thru stand alone refrigerator.

DRYING CABINETS

Drying Cabinets control access while air drying blood and/or other biological evidence. This equipment is commonly used to dry large items like garments or bedding that has been used at a crime scene. The unit is designed to use mechanical air extraction to draw room air over articles to be dried. There is no heat source in the cabinet and the only electrical system is that which is used by the extraction fan.

Catalog Number: **EDDC1**

Standard Features

- Modular construction, units shipped fully assembled and ready to use once connected to on-site exhaust ducting and drain.
- Standard configurations each measuring (82"H x 36"W x 24"D)
- Interior dimensions (62”H x 30”W x 21”D)
- Stainless steel interior and exterior throughout
- Insulated double wall construction
- 1 stainless steel removable hanger rod
- 3 stainless steel adjustable shelves
- Louvered door vents with replaceable filter
- Replaceable filter for top exhaust outlet
- Top exhaust outlet accepts 8” dia. duct
- Removable fine mesh screen over floor drain
- Magnetic door gaskets
- Sturdy main door hinges for durability
- Radius interior corners for easy cleaning
- Barbed drainage pipe in base of unit will accept a ½” inner dia. hose
- Removable drain/drip pan in base
- Combination lock on door – Sargent & Greenleaf
- Separate lockable door for access to drain pan, plumbing and leveling feet.
- Easy access to replace air filters
- Adjustable floor levelers in base
- All installation hardware is included
- Lifetime warranty on the frame
- 5 year limited warranty on moving parts

Installation Considerations

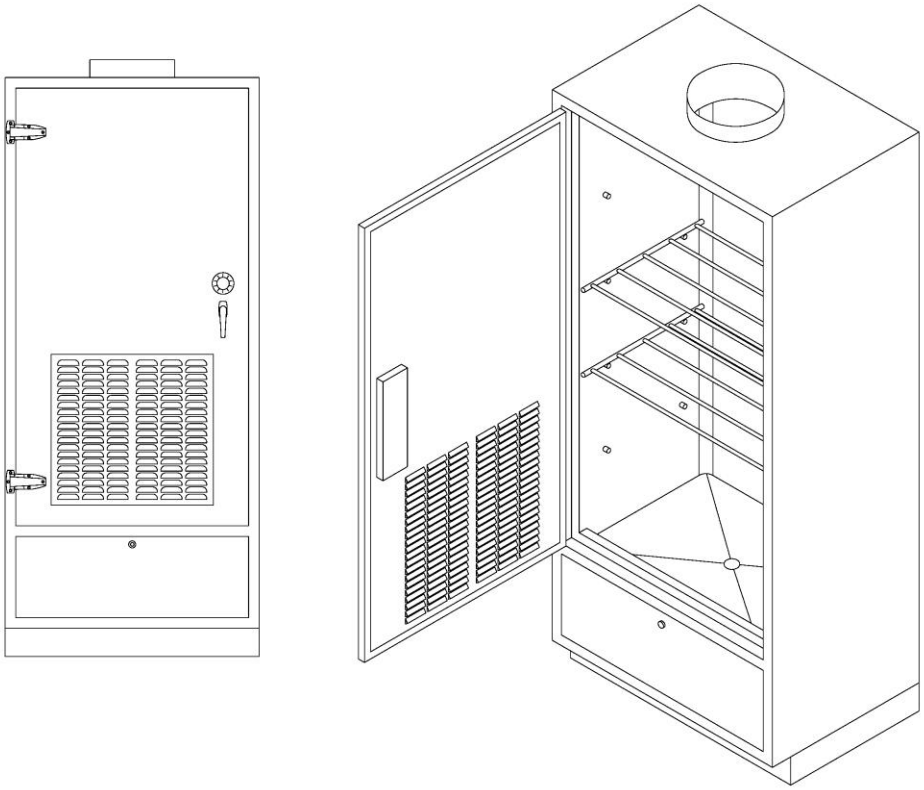
The Drying cabinet can utilize an existing extraction fan and ducting or alternately, a new extraction fan and ducting must be installed (by others). The cabinet features a drain in the bottom of the unit that can be connected to city sewage if local codes permit. Be aware that clean-out liquids may be considered a biohazard depending on local regulations.

Consult with a qualified HVAC technician when planning the installation of this equipment to determine fan size, horsepower and electrical requirements. Refer to the installation instructions for more detail.

Site Considerations

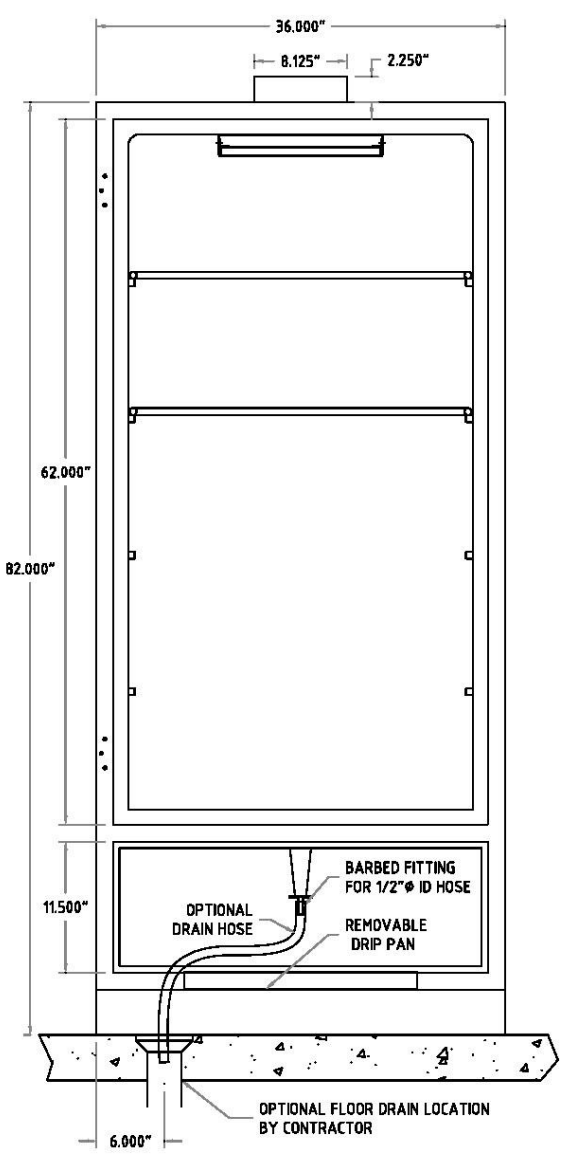
- Is there a vent provided?
- Is there a drain required?
- Is power required?

HVAC Considerations

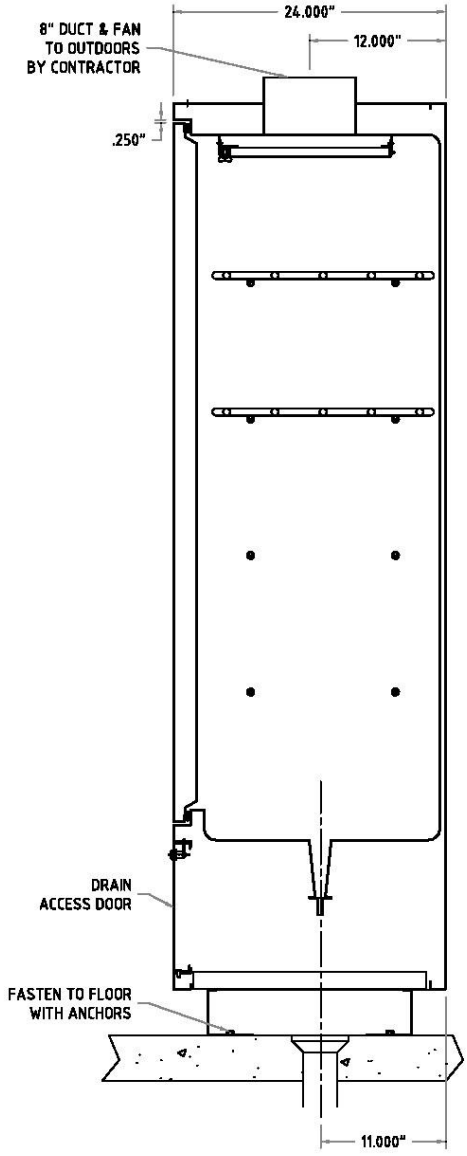


HVAC Considerations (cont')

- Static pressure drop is 1"@400CFM across the cabinet.
- The outlet at the top of the cabinet is 8" inner diameter.
- The filter in the door is a 20" x 20" micro sponge with a rating of 97% efficiency. The louvered door has 95 3" x 5/16" louvers.
- The filter over the outlet (inside the cabinet) is 14" x 14" with a rating of 97% efficiency. The filter cage has 150 3/8" x 2" oblong holes.
- Other types of filters are available on request. Replacement filters are available directly from Air Sponge (Tel. 1-954-752-1836) and typically ship overnight
- Stainless steel ducting and fan components are desirable but not required.
- Spacesaver recommends an exhaust fan that will draw between 300 and 450 CFM maximum. An on/off exhaust fan power switch should be installed adjacent to the unit for ease of operation.
- Spacesaver recommends that the fan be a type that can be adjusted after the customer has started using the unit. This can be accomplished either by changing pulley size or motor speed. Drying various articles does not require infinite adjustment for individual drying processes however, the ability to fine-tune the system after installation is a big advantage.
- The drain in the bottom of the unit can be connected to city sewage if local regulations permit. In this case a self priming "P" trap should be used. Alternately, a stainless steel pail can be used to gather material from the unit.
- A stainless steel ball valve kit is available as another alternative drain option

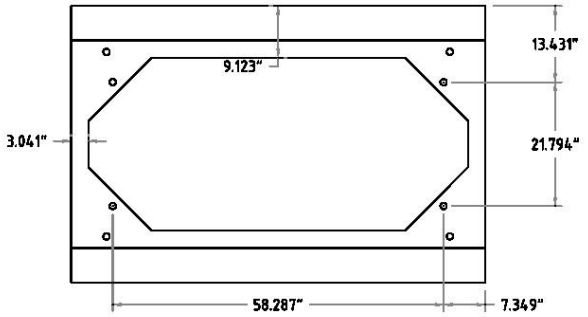


FRONT VIEW (DOORS REMOVED)



SIDE SECTIONAL VIEW

A STAINLESS STEEL BALL VALVE IS ALSO OPTIONAL AND CAN BE INSTALLED BETWEEN THE CABINET DRAIN AND BARBED FITTING BY DSM.



BASE MOUNTING DETAIL